

**Project Drawing Recommendations**  
**U. S. Army Corps of Engineers', Seattle District**  
**Section 10 of the Rivers & Harbors Act Permit Applications**

Section 10 of the Rivers and Harbors Act of 1899 requires a permit for any structures or work in, over, or under a navigable water of the United States.

The drawings submitted with your application should show general project details in such a manner that evaluators (project managers) and reviewers (environmental analysts) can obtain a full understanding of the proposed project. You should avoid cluttering the drawing with too much information that causes the drawing to be difficult to read and understand.

Drawings designed for other uses may not be suitable for application purposes. For example, engineering and construction drawings, while showing project details well, often do not include the information the Corps' evaluator needs to assess the project's impacts. The general rule is to keep drawings as simple as possible while still providing the necessary information.

Clean drawings are essential to prompt evaluation of your application. The ultimate objective is a set of drawings that allows someone who is unfamiliar with the project to get a clear and accurate understanding of the project, its location, and the details of how streams, wetlands or shorelines will be affected. **Failure to provide adequate drawings can result in a delay of your application's review by the Corps.**

Typical drawing sets include a vicinity map (or maps), cross-section (elevation) views and plan (top) views.

**All drawings must be submitted on 8 ½ by 11 sheets of paper.** If drawings are reduced, please make sure that the text and labels are legible at the smaller size and that the scale is adjusted to the reduction (include a bar scale that indicates correct dimensions). Drawings must be numbered consecutively (i.e. Sheet 1 of 6, sheet 2 of 6, etc) beginning with the vicinity map and include a title block.

The title block should include the applicant's name, waterway, date, brief (2-4 word) description of the proposed project and the sheet number of total number in the set (e.g., 1 of 5). Below is an example:

<p><b>Reference:</b> (fill in if Corps' file No. has been assigned) <b>App. By:</b> Jack Sprat, <b>In</b> Friendly Bay <b>at (or near)</b> Coast City, By-the-Sea <b>County,</b> <b>Washington</b> <b>Purpose:</b> Rebuild private recreational pier <b>Datum:</b> MLLW <b>Adjacent Property Owners:</b> 1) P. Eastman 2) R. West</p> <p><b>Sheet</b> ____ <b>of</b> ____                      <b>Date</b> _____</p>
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The vicinity, or location map must show the general and specific areas where the project is located. A topographic (quad) map is useful as is a street map. Include street address (if any) and longitude/latitude. Major roads, identifiable landmarks, existing structures and adjacent property uses need to be identified. The permit evaluator should be able to go directly to the site based on the vicinity maps.

For plan views, provide the following information:

- A north arrow. Use the top of the page as “north”.
- The name of the water body and the larger water body it flows into (if applicable).
- The direction of flood (incoming tide) and ebb (outgoing tide).
- The location of the existing shoreline and water elevation (level) –
  - Show the Ordinary High Water (OHW) line for fresh waters (rivers) or Mean High Water (MHW) line for tidal waters when applying for permits under Section 10 of the Rivers and Harbors Act.

Note: Be sure to indicate the source of your water datum. For example, a common reference elevation for tidal areas is the Mean Lower Low Water (MLLW) line – informally called the 0-foot tide line.

- The dimensions of the activity or structure, the distance from property lines, and the distance it extends into the waterbody beyond the Ordinary High or Mean High Water Line, as appropriate.
- For Corps permits, indicate the distance to Federal projects and/or navigation channels (if applicable). To ascertain, call the Corps Regulatory Branch Office at (206) 764-3495.
- Show existing structures on subject and adjoining properties and indicate adjoining property ownership. This should include existing overwater structures as well as landward structures.
- If fill material is to be placed, identify the type of material, amount of material (cubic yards), and area to be filled (acres).
- If the project involves dredging (or excavating), identify the type of material to be removed, the amount of material (in cubic yards), the area to be dredged, the method of dredging, and the location of disposal site. Dredging in areas shallower than -10 feet needs to be clearly identified on drawings.

- Identify any part of the activity that has been completed.
- Indicate types and location of aquatic and shoreline vegetation.
- Show control measures for preventing impacts from disturbed silts, stabilization of disturbed areas, etc.

For Cross-Sectional View, provide the following information:

- The location of the existing shoreline and water elevation as described above.
- The water depth or tidal elevation at the waterward face of project.
- The dimensions of the activity or structure, and the distance it extends into the waterbody as described above.
- Indicate dredge and/or fill grades as appropriate.
- Indicate existing and proposed contours and elevations. Show slope angles as a ratio, e.g., 3 feet horizontal to 1 foot vertical would be shown as 3:1.
- Indicate types and location of aquatic and shoreline vegetation present on site.
- Indicate type and location of material used in construction and method of construction.
- Indicate height of structure.

Please review the sample drawing(s) included with this package. They are provided to ensure that you submit all the information needed on each drawing.

For assistance in developing project drawings, contact the Corps of Engineers Seattle District office at:

Phone: Office: 206-764-3495  
Fax: 206-764-6602

Mailing address: Seattle District Corps of Engineers  
Regulatory Branch, CENWS-OD-RG  
P. O. Box 3755  
Seattle, WA 98124

**Project Drawing Recommendations  
For U. S. Army, Corps of Engineers'  
Section 404 (Clean Water Act)  
Permit Applications**

Section 404 of the Clean Water Act requires a permit for discharge of dredged or fill material into all waters of the United States, including wetlands.

The drawings submitted with your application should show general project details in such a manner that evaluators (project managers) and reviewers (environmental analysts) can obtain a full understanding of what is proposed. Avoid cluttering the drawing with too much information that causes the drawing to be difficult to read and understand. Drawings designed for other uses may not be suitable for application purposes. For example, engineering and construction drawings, while showing project details well, often do not include the information the Corps' evaluators need to assess a project's impacts. The general rule is to keep drawings as simple as possible while still providing the necessary information.

Clean drawings are essential to prompt evaluation of your application. The ultimate objective is a set of drawings that allows someone who is unfamiliar with the project to get a clear and accurate understanding of the project, its location, and the details of how streams, wetlands or shorelines will be affected. **Failure to provide adequate drawings can result in a delay of your application's review by the Corps.** Typical drawing sets include a vicinity map (or maps), cross-section (elevation) views and plan (top) views.

**All drawings must be submitted on 8 ½ by 11 sheets of paper.** If drawings are reduced, please make sure that the text and labels are legible at the smaller size and that the scale is adjusted to the reduction (include a bar scale that indicates correct dimensions). Drawings must be numbered consecutively (i.e. Sheet 1 of 6, sheet 2 of 6, etc) beginning with the vicinity map and include a title block.

The title block should include the applicant's name, waterway, date, brief (2-4 word) description of the proposed project and the sheet number of total number in the set (e.g., 1 of 5). Below is an example:

<b>Reference:</b> (fill in if Corps' file No. has been assigned)	
<b>App. By:</b> Jack Sprat,	
<b>In</b> Small Creek & associated wetland <b>at (or near)</b> Smallville, Rural County, Washington	
<b>Purpose:</b> Commercial site development	
<b>Datum:</b> NGVD	
<b>Adjacent Property Owners:</b>	
1) P. Eastman	
2) R. West	
<b>Sheet</b> ____ <b>of</b> ____	<b>Date</b> _____

The vicinity, or location map must show the general and specific areas where the project is located. A topographic (quad) map is useful as is a street map. Include street address (if any) and longitude/latitude. Major roads, identifiable landmarks, existing structures and adjacent property uses need to be identified. The permit evaluator should be able to go directly to the site based on the vicinity maps.

For plan views, provide the following information:

- A north arrow. Use the top of the page as “north”.
- The name of the water body (include name of waterbody adjacent to project wetlands, if any).
- The direction of flow for fresh waters streams, rivers, etc.
- The location of the existing shoreline and water elevation (level) –
  - Show the Ordinary High Water (OHW) line for fresh waters or the Mean Higher High Water (MHHW), also called the high tide line, for tidal waters when applying for a permit under Section 404 of the Clean Water Act.
  - Show the delineated wetland boundary.

**Note:** Be sure to indicate the source of your water datum. For example, a common reference elevation for non-tidal areas is the National Geodetic Vertical Datum (NGVD) – informally called “mean sea level”.

- The dimensions of the activity or structure, the distance from property lines, and the distance it extends into the waterbody beyond the Ordinary High or Mean Higher High Water Line, and/or wetland boundaries, as appropriate.
- For Corps permits, indicate the distance to Federal projects and/or navigation channels (if applicable). To ascertain, call the Corps Regulatory Branch Office at (206) 764-3495.
- Show existing structures on subject and adjoining properties and indicate adjoining property ownership.
- If fill material is to be placed, identify the type of material, amount of material (cubic yards), and area to be filled (acres).
- If the project involves dredging (or excavating), identify the type of material to be removed, the amount of material (in cubic yards), the area to be dredged, the method of dredging, and the location of disposal site.

- Identify any part of the activity that has been completed.
- Indicate types and location of wetland and/or riparian vegetation.
- Show erosion control measures, stormwater runoff control, stabilization of disturbed areas, etc.

For Cross-Sectional Views, provide the following information:

- The location of the existing shoreline (or wetland boundary) and water elevation as described above.
- The water depth at the waterward face of project.
- The dimensions of the activity or structure, and the distance it extends into the waterbody as described above.
- Indicate dredge and/or fill grades as appropriate.
- Indicate existing and proposed contours and elevations.
- Indicate types and location of wetland and riparian vegetation present on site.
- Indicate type and location of material used in construction and method of construction.
- Indicate height of structure.

If a site includes a wetland, submit a wetland delineation with a map showing data reference points and wetland boundaries. It is useful to overlay a copy of the proposed work drawings on the wetland boundary drawings to show areas of fill, etc.

Please review the sample drawing(s) included with this package. They are provided to ensure that you submit all the information needed on each drawing. For assistance in developing project drawings, contact the Corps of Engineers Seattle District office at:

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Fax: 206-764-6602

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Seattle, WA 98124